

**CITY COUNCIL AGENDA REQUEST FORM**

Today's date: 10 / 02 / 18

Date of meeting 10 / 17 / 18

(City Council meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:

\* Featherston Law Firm, Chtd.

\* Address: 113 South Second Ave., Sandpoint, ID 83864

\* Phone number and email address: 208-263-6866, kim@featherstonlaw.com

Authorized by:

Sarah Lynds  
name of City official

Sarah Lynds  
City official's signature

(Department Heads, City Council members, and the Mayor are City officials.)

\* Subject: Water Leak- excessive bill

\* Summary of what is being requested: Reduced water/sewer charges due to broken water line

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? ☐ Yes ☒ No

If yes, in what way? \_\_\_\_\_

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action: \_\_\_\_\_

Have they been contacted?  
Yes or No

3. Is there a need for a general public information or public involvement plan? Yes or No

If yes, please specify and suggest a method to accomplish the plan: ☐ Yes ☒ No

4. Is an enforcement plan needed? Yes or No ☐ Yes ☒ No Additional funds needed? Yes or No ☐ Yes ☒ No

5. Have all the affected departments been informed about this agenda item? Yes or No ☐ Yes ☐ No

**This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.**

**ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM**

**CITY OF SANDPOINT  
AGENDA REPORT**

**DATE:** October 8, 2018

**TO:** MAYOR AND CITY COUNCIL

**FROM:** Sarah Lynds, Director of Finance/Treasurer

**SUBJECT:** Request for Sewer Charge Reduction for 113 South Second Ave

**DESCRIPTION/BACKGROUND:**

The City has received a request for the reduction of the sewer charges at 113 South Second Avenue, a commercial customer, as a result of a leak in the water line serving the building. The current billing system in place at the City goes back to September 2006 and no previous sewer waivers have been applied to this property.

The City sent leak notices to the property immediately following meter reads. The water usage records indicate the leak was first present between July 15 and August 15, 2018, which was reflected in the billing for September 2018. The leak was repaired on September 6, 2018. The water usage for the timeframe when the leak was present totaled approximately 403,136 gallons which is approximately 359,857 gallons over normal usage for the same months last year.

The Senior Meter Technician for the City observed the location of the leak at the property and determined that the excess water usage associated with the leaking water line was not sent to the Wastewater Treatment Plant. The customer provided copies of payments made to contractors to repair the leak.

Current City code and policies do not authorize staff to approve sewer charge reductions for commercial customers.

**STAFF RECOMMENDATION:**

The Finance Department recommends the Council waive the sewer charge that is in excess of their normal usage for the month when the leak was present for a total reduction (credit) of \$3,260.30 (September and October billings).

**ACTION:**

Render a decision on the request to reduce sewer charges 113 South Second Avenue for the billing months of September and October 2018.

**WILL THERE BE ANY FINANCIAL IMPACT? No HAS THIS ITEM BEEN BUDGETED? N/A**

Due to the location of the leak, City sewer infrastructure did not collect or treat the excess usage; therefore, there is no financial impact.

**ATTACHMENTS:**

August 2018 Utility Bill

September 20185 Utility Bill

featherston law firm - 0004-002860.00  
Leak Adjustment - Sewer - August and Sept usage

**Consumption used**

14-Aug-18	255,558.00
14-Sep-18	147,578.00

**Sewer Charged**

1-Sep-18	2,336.38
1-Oct-18	1,358.08

**Total Billed**

**3,694.45**

**Last Years Usage**

14-Aug-18	19,147	194.49
14-Sep-18	24,132	239.66

**Usage to credit**

Aug	236,411
Sept	123,446

**Adjustment**

Sept	2,141.88
Oct	1,118.42

**Total Credit**

**3,260.30**

**Three Amigos Plumbing  
and Maintenance. Inc.**

335 MC GHEE RD, SUITE 105  
SANDPOINT, ID 83864  
accounts@threeamigosplumbing.net  
(208) 255-4380

**Invoice**

Date	Invoice #
9/5/2018	45815

Bill To:

FEATHERSTONE LAW  
113 S. SECOND ST  
SANDPOINT, ID 83864

Property Address:

FEATHERSTONE LAW  
113 S. SECOND ST  
SANDPOINT, ID 83864

Terms	Due Date	Rep
	9/5/2018	LDU

Customer Phone:	208-263-6866
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Description	Qty	Rate	U/M	Amount
THREE AMIGOS PROPOSES TO: DIRECTIONALLY DRILL APPROXIMATELY 80' AND PULL BACK NEW WATER LINE (TO BE PROVIDED BY OTHERS)  ESTIMATE INCLUDES ALL: LABOR AND EQUIPMENT  BILL TO ESTIMATE 28387	1	2,800.00		2,800.00

PAYMENT, IN FULL, IS DUE WITHIN 10 DAYS OF SERVICE  
COMPLETION. INVOICES NOT PAID WITHIN 10 DAYS OF  
SERVICE COMPLETION WILL ACQUIRE A LATE FEE OF 18%.

PLEASE NOTE: UNPAID BALANCES OVER 30 DAYS WILL BE  
PLACED FOR COLLECTIONS.

<b>Total</b>	\$2,800.00
<b>Payments / Credits</b>	-\$2,800.00
<b>Balance Due</b>	\$0.00

Credit #200  
9-5-2018

Ph# 208-946-8019

1160C NODR 000 P.O. Box 14 Ponderay, ID, 83852		Job Invoice	
SOLD TO Featherstone Law Firm 113 Second Sandpoint, ID, 83864		DATE ORDERED 9-5-2018 PHONE NO. 208-263-6866 JOB LOCATION SAME JOB PHONE  TERMS	
		ORDER TAKEN BY MARC CUSTOMER ORDER #  STARTING DATE 9-5-2018	

[illegible]

WORK ORDERED	Jeremy Featherston	TOTAL LABOR	\$880 <sup>00</sup>
DATE ORDERED	9-5-2018	TOTAL MATERIALS	0
DATE COMPLETED	9-6-2018	TOTAL MISCELLANEOUS	\$1140 <sup>00</sup>
CUSTOMER		SUBTOTAL	\$1020 <sup>00</sup>
APPROVAL SIGNATURE		Credit \$200 <sup>00</sup>	TAX - \$200 <sup>00</sup>
AUTHORIZED SIGNATURE		31481	GRAND TOTAL \$820 <sup>00</sup>



# CITY OF SANDPOINT

"Most Beautiful Small Town"

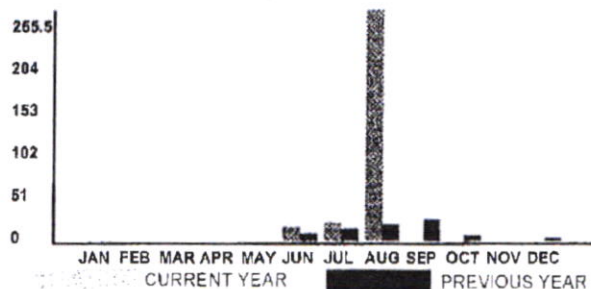
1123 Lake Street Sandpoint, ID 83864  
Phone: 208-263-3561 Fax: 208-265-1489  
Emergency after hours - 866-482-4804

1196 \*\*\*\*\*AUTO\*\*5-DIGIT 83864 3



FEATHERSTON LAW FIRM  
113 S SECOND AVE  
SANDPOINT ID 83864-1308

## YOUR MONTHLY USAGE (1,000 GAL INCREMENTS)



Pay your bill online - [www.sandpointidaho.gov](http://www.sandpointidaho.gov)

Pay your bill or obtain account balance  
Information at 1-833-768-7263.

Emergency after hours - 866-482-4804

## ACCOUNT INFORMATION

Account Number	
Service Address	113 S SECOND AVE
Winter Water Average	
Service Period	07/15/2018 to 08/15/2018
Bill Date	09/01/2018
Due Date	09/25/2018

## METER INFORMATION

Current Read	776425
Previous Read	520867
Usage (Gallons)	255558

## ACCOUNT ACTIVITY

Previous Balance	324.11
Payments/Credits	- 324.11
Balance Forward	0.00

## CURRENT CHARGES

Water	972.23
Late Notice Fee	15.00
Sewer	2,336.38

AMOUNT DUE  
TOTAL DUE

3,323.61

North Idaho Crisis Services, Free Professional Help when you  
need it, M-F 5pm-8am & Sat, Sun and Holidays 24 Hours  
208-946-5595

PAYMENT COUPON - \$15.00 LATE FEE IF NOT PAID BY DUE DATE:



\*PREVIOUS BALANCE

Please return this portion along with your payment  
and make checks payable to City of Sandpoint.

## ACCOUNT INFORMATION

Account Number	
Service Address	113 S SECOND AVE
Bill Date	09/01/2018
Due Date	09/25/2018

FEATHERSTON LAW FIRM  
113 S SECOND AVE  
SANDPOINT ID 83864-1308

## AMOUNT DUE

TOTAL DUE

3,323.61

AMOUNT ENCLOSED \$

Remit Payment To:



CITY OF SANDPOINT-UTILITY LOCKBOX  
PO BOX 39  
CALDWELL, ID 83606-0039



110297-3901235

# CITY OF SANDPOINT

"Most Beautiful Small Town"

1123 Lake Street Sandpoint, ID 83864  
Phone: 208-263-3661 Fax: 208-265-1489  
Emergency after hours - 866-482-4804

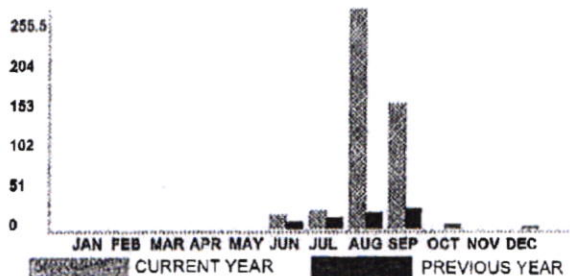
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FEATHERSTON LAW FIRM  
113 S SECOND AVE  
SANDPOINT ID 83864-1308

## YOUR MONTHLY USAGE (1,000 GAL INCREMENTS)



City of Sandpoint is schedule for leaf pickup November 13 - 16, 2018.  
No branches or bagged leaves. Please place leaves in the street along  
the curb by November 12, 2018. For questions call Dyan 208-263-3428  
7:30a - 3:30p

North Idaho Crisis Services, Free Professional Help when you need it,  
M-F 5pm-8am & Sat, Sun and Holidays 24 Hours 208-946-5595

## ACCOUNT INFORMATION

Account Number  
Service Address 113 S SECOND AVE  
Winter Water Average  
Service Period 08/15/2018 to 09/15/2018  
Bill Date 10/01/2018  
Due Date 10/25/2018

## METER INFORMATION

Current Read 924003  
Previous Read 776425  
Usage (Gallons) 147578

## ACCOUNT ACTIVITY

Previous Balance 3,323.61  
Payments/Credits -1,166.73  
Balance Forward 2,156.88

## CURRENT CHARGES

Past Due Amount 2,156.88  
Water 569.47  
Late Notice Fee 15.00  
Sewer 1,358.08

## AMOUNT DUE

TOTAL DUE 4,099.43

PAYMENT COUPON - \$15.00 LATE FEE IF NOT PAID BY DUE DATE:



\*PREVIOUS BALANCE DUE IMMEDIATELY

Please return this portion along with your payment  
and make checks payable to City of Sandpoint.

## ACCOUNT INFORMATION

Account Number  
Service Address 113 S SECOND AVE  
Bill Date 10/01/2018  
Due Date 10/25/2018

## AMOUNT DUE

TOTAL DUE 4,099.43

AMOUNT ENCLOSED \$ \_\_\_\_\_

Remit Payment To:

FEATHERSTON LAW FIRM  
113 S SECOND AVE  
SANDPOINT ID 83864-1308

CITY OF SANDPOINT-UTILITY LOCKBOX  
PO BOX 39  
CALDWELL, ID 83608-0039

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110036-0001412